

**TOWN OF ROCKY HILL  
PUBLIC SAFETY COMMITTEE  
MEETING OF OCTOBER 20, 2014**

**I. CALL TO ORDER**

Chairwoman Nadine Bell called the October 20, 2014 Public Safety Committee meeting to order at 6:01 p.m. in the Council Chambers of Rocky Hill Town Hall, 761 Old Main Street, Rocky Hill, CT.

Those in attendance: Councilor Bill MacDonald. Also present: Guy Scaife (Director of Public Safety/Town Manager), Chief Mike Custer (RHPD), Deputy Chief Bill Keehner (RHPD), Chief Mike Garrahy (RHFD), Assistant Chief Dave Kromas (RHFD), Fire Marshal Rich Renstrom, Chief Joe Grayeb (RHVAA) and Deputy Chief Vivian Grayeb (RHVAA).

Those absent: Councilor Guy Drapeau.

**II. APPROVAL OF MINUTES & WORKING NOTES**

**Councilor MacDonald made a motion to approve the Minutes and Working Notes of the August 18, 2014 meeting of the Public Safety Committee. The motion was seconded by Chairwoman Nadine Bell and adopted unanimously by those present. (Councilor Drapeau was absent.)**

**III. MEETING OPEN TO THE PUBLIC**

There was no public comment.

**IV. NEW BUSINESS**

**A. Update – 60 West Street**

Chief Custer said there was just one medical call for a transport to the hospital for the month of September there and there were no Police or fire responses. There are thirty-two patients there presently who are under the guise of DMHAS (Department of Mental Health and Addiction Services) and eighteen patients who are under the custody of the DOC (Department of Corrections).

**B. DISCUSSION – IMPOUND CENTER – TOWN MANAGER**

Town Manager Scaife told this Committee that there is a critical need within the Police Department for a proper impound facility for the maintaining of evidence. This issue is being worked on and he just wanted this Committee to be aware of this.

Councilor MacDonald asked Town Manager Scaife if he has a timeline as to when he is going to get back to this Committee on this and he would like the Minutes to reflect some sort of timeline if this is a critical item. Town Manager Scaife said he hopes to have some sort of decision definitely being made this year and he is hoping to have some good idea within the next month or so. A Staff member is looking to see if some grants are available but they will try to do something very economical out of the budget if there aren't any available so that their needs are at least served. Councilor MacDonald asked if there is any need to have a temporary fix to this. Town Manager Scaife said there will be a temporary plan because he doesn't want to spend money and end up wasting it. Chairwoman Bell said they can perhaps revisit this at this Committee's next meeting.

**V. DEPARTMENTAL UPDATES**

**A. Fire**

Chief Garrahy said the RHFD responded to 56 incidents in September, with a year-to-date total of 407. The training hours were approximately 690 with a year-to-date of approximately 3,900. There were 160 administrative hours for a year-to-date total of 1,160. There was one firefighter injury.

For Staffing, the RHFD gained two new members. There are 69 members now and 66 of these are presently active.

Chief Garrahy said Fire Marshal Renstrom's report was submitted and he is busy. Quite a bit of time has been spent with the schools.

Three probationary firefighters have begun their certification process and three more are in the exam stage.

Several pagers have been ordered and several are out for repair.

Fire pump testing on all of the apparatus was completed last week and hose testing is being done this week.

The RHFD is currently in the selection process for a Recruitment Retention Grant through the International Fire Chiefs Association.

Chief Garrahy referred to universal precautions and he said that the RHFD is upgrading its personal protective equipment (i.e. full face shields) for the members (in light of the current Ebola situation). This is based on information sent to them from the American Red Cross and by

the Director of the Health District. The RHFD is also going to upgrade their procedures a little bit.

Councilor MacDonald said this Town had gone through an assessment with an outside vendor several months ago with regards to their IT. Significant deficiencies were identified across the entire platform. Immediately, weekly meetings were implemented between the Town Manager, IT Support and the Fire Chief because of one of the items that had come out of that. Councilor MacDonald knew that this was very productive in the beginning. He asked if they are still continuing with this since they have disbanded the IT Committee and he asked if they are comfortable with where they are. Assistant Chief Kromas said they are meeting on a monthly basis now. This has been moving along and they have done a lot of headway with this. They are at a standstill now with the CEN (Connecticut Educational Network) project but they will be getting all of the RHFD HQ computers on that. Town Manager Scaife said that John Nowakowski (IT Department) is giving him weekly reports and they are continuing making progress. The new IT Director will be starting on Thursday morning and Town Manager Scaife said until this person gets onboard, he doesn't want to be spending more money from a Capital standpoint unless there is a critical need, etc. that is proven.

Councilor MacDonald said the Finance Committee had briefly talked about the nonrecurring and the Capital accounts as they relate to the RHFD and the RHPD. As of June 30, 2014, there are several items in the Capital Project Fund that aren't fully expended. He thinks the Public Safety Committee should be going through these as well every month or they should ask both Chief Custer and Chief Garrahy about these so that they receive comfort from them that these accounts are being spent down, etc. because he feels that he isn't getting a current update as to what is going on. Councilor MacDonald said that he will leave this with Town Manager Scaife to work with Chief Custer and Chief Garrahy on to see how they can get a better update as to what is going on with these funds. Town Manager Scaife said he appreciates this and they will do this. He had meetings with both Chief Custer and Chief Garrahy this past week. Town Manager Scaife said there are no critical needs on the table now that have been brought to him that are safety or service affecting of which they must move on right now. He is going to ask all of the Staff to go through an organizational review to make sure that they have things in the right priority. Money should be left on the table every year from a budget standpoint. Councilor MacDonald agreed but he said when the Town Council sets the budget and they set specific funds for specific projects aside that those were a priority at that point. He hasn't heard about any changes to the priorities but they will have to revisit that prioritization if that happens. He is assuming though that this is in their book of record. He is trying to get a better understanding of where they are on these projects and he was just talking about the ones this evening that would impact the First Responders (i.e. RHFD's training center). At the right time, he will be asking the same questions as they relate to the other departments in Town. He feels uncomfortable not knowing where they are with these items.

Chief Garrahy told Councilor MacDonald that the number he had shown him earlier with regards to the RHFD's training center isn't 100% accurate because there have been expenditures since the day of that report. Councilor MacDonald said the data is not that helpful to him because of the age of it and it would be nice if he can have this trued up on a monthly basis so that everyone can be on the same page as to what is there.

Chairwoman Bell referred to the Recruitment and Retention Grant and she asked what the amount is for the grant application. Chief Garrahy said that a \$2,000,000 grant had been awarded to the Connecticut Fire Chiefs Association and they are accepting applications up to a maximum of fifteen departments. The RHFD hasn't been selected for this grant yet but it has made it to the point of having a phone interview this Thursday. Chairwoman Bell told Chief Garrahy that she is sure he will give them an update next month and he said absolutely.

Chairwoman Bell asked the RHFD if they had anything else. Fire Marshal Renstrom said their Fire Prevention Week was very successful. This is being continued for the Assisted Living facilities. Local businesses are also requesting fire prevention training and two sessions of this were done last week.

The Century Hills code project is moving along and Fire Marshal Renstrom said Phase II of this is approximately 70% completed.

Fire Marshal Renstrom said the MDC has told him that the hydrant maintenance for winterization is just about complete for Rocky Hill.

Fire Marshal Renstrom said he has been working with Town Manager Scaife on updating their Blasting Ordinance and they will hopefully be coming next month to this Committee with the final document to get it approved. Councilor MacDonald said the blasting had been a disaster in this Town when he had been heavily involved with it when Whitewood was being built. Significant changes were then made by the Chiefs and others to make everyone safe. Councilor MacDonald said their new policy then was "heads above" everyone else's so he is curious as to whether there will be a significant difference or if this is more "housekeeping". Fire Marshal Renstrom said a lot of different issues are being clarified. This document should be a much better one.

## **B. Ambulance**

Chief Grayeb said the RHVAA responded to 355 calls in September with a year-to-date of 2,844. There were 1,781 hours for the total amount of riding hours for the members. There were 225 administrative hours. They have 69 members, of which 23 are new and are in various stages of training.

The RHVAA had participated in a mass casualty incident training seminar in Newington.

Chief Grayeb mentioned the standbys that the RHVAA had done in September and in October as of today.

The RHVAA will be doing the food drive at Stop and Shop on November 15, 2014, November 16, 2014, November 22, 2014 and November 23, 2014.

The RHVAA will be having a special training class on the Ebola virus and enterovirus this Thursday. Protective equipment has been ordered for all of the crews.

The RHVAA is continuing offering CPR and First Aid classes on a regular basis twice a month.

Councilor MacDonald said he goes to all of the football games and he has noticed the new and very impressive vehicle that the RHVAA has at RHHS. He is getting more positive feedback from the community about this vehicle being there and about the equipment in it. He asked for an update on that. Chief Grayeb said this is a Polaris UTV. A lot of ambulance services and fire departments are utilizing this for sporting events, as well as for search and rescues. Chairwoman Bell asked how long they have had this. Chief Grayeb said this was purchased last winter and this is coming into service now after it was equipped and between having the RHFD and RHVAA trained on it. He went over what their basic standard response will be with this. There will be a great partnership between the RHVAA and the RHFD.

### **C. Police**

Chief Custer said there were 2,192 calls for service that had come through the Communications Center. There were 48 criminal arrests and 49 motor vehicle accidents investigated. There were 2 DUI arrests. There were also 152 infractions issued and 189 warnings, as well as 69 Town tickets issued. Three child car seats were installed.

For Staffing, they are down five Officers presently and one dispatcher because one was hired to become an Officer. They are in the process of advertising the dispatcher position and filling it. Three Officers, including the one who was a dispatcher, are in the Police Academy. One Officer who is out on Maternity Leave will be back in December hopefully and another Officer has recently been placed on Maternity Light Duty.

Chief Custer gave an update on the Microwave Radio project. This will hopefully be in place by January 1, 2015.

Councilor MacDonald said he has been receiving really positive feedback with regards to the SROs (School Resource Officers). This is especially for Officer Sara Raymond and he mentioned some of the work that she is doing. He said that Officer Jake Boucher is also doing a tremendous job.

Councilor MacDonald thinks there had been a long discussion over the STEAP (Small Town Economic Assistance Program) Grant and for the generator for the Police Department at the last Town Council meeting. He believes the conclusion reached is that there is an alternative method being used to cool the server room. He asked if this is still the case because he knows there had been some discussion about getting some portables in. Councilor MacDonald asked if the position of the Town is that there is a Plan B which will work. Town Manager Scaife said nothing has changed from that discussion but he has asked for the revalidating of the sizing for what the requirements are for that building and he wants it identified as to whether there are areas that can be shut off during an emergency situation so that the draw would be lessened. This is an outstanding action item of his. Councilor MacDonald asked Town Manager Scaife to have a third bullet of his analysis which will be a verification and validation that they have a Plan B. Councilor MacDonald also asked if they have already applied for the STEAP Grant or if it is too late to change it. Town Manager Scaife said it isn't too late. Councilor MacDonald told

Town Manager Scaife that he is looking to him for this third part. Town Manager Scaife said the units are sitting in the garage and it is just a matter of taking them to the Police Department to plug them in so this will work. Councilor MacDonald asked if those will work and if they will do the cooling that is needed. Town Manager Scaife said one unit will be for the server room. Councilor MacDonald asked Town Manager Scaife for a memo from him to the Public Safety Committee or to the Town Council because he feels uncomfortable that a generator has been asked for and this has not been funded through the STEAP Grant. Councilor MacDonald thinks the Public Safety Committee, from a public safety perspective, has a responsibility to make sure that there is no potential catastrophic drop in emergency services. They need to get somebody in there to provide him some comfort that this will work and they will need a Plan C, etc. if it doesn't work. Town Manager Scaife said okay.

**VI. OTHER**

No other issues were brought up.

**VII. ADJOURNMENT**

**Councilor MacDonald made a motion to adjourn the meeting at 6:35 p.m. The motion was seconded by Chairwoman Nadine Bell and adopted unanimously by those present. (Councilor Drapeau was absent.)**

Respectfully submitted,

Jo-Anne Booth  
Recording Secretary